

TOWN OF ISLIP

DEPARTMENT OF PARKS & RECREATION

SUMMER EMPLOYMENT

The Town of Islip Department of Parks & Recreation is seeking qualified & energetic employees for the 2016 summer season.

BEACH MANAGERS REQUIREMENTS & DUTIES

****Must be at least 21 years old by June 19, 2016****

- ◇ Schedules and supervises the work of dock attendants, park attendants and maintenance personnel engaged in carrying out work orders.
- ◇ Investigates complaints and answers requests or questions from the general public.
- ◇ Enforces facility rules and regulations and makes recommendations for the improvement of services and facilities.
- ◇ Makes regular inspections to insure safe and sanitary conditions.
- ◇ Supervises the collection of fees, the deposits of receipts and the maintenance of necessary accounting records.
- ◇ Supervises the office and personnel records and prepares regular reports on the facility.

DOCK ATTENDANT REQUIREMENTS & DUTIES

****Must be at least 18 years old by June 19, 2016****

- ◇ Assists boats tying up at docks and piers.
- ◇ Sells docking permits and collects docking fees.
- ◇ Maintains records of boat and owner registrations.
- ◇ Gives directions and information to boaters and enforces facility rules and regulations.
- ◇ Performs routine maintenance activities to ensure a safe and sanitary environment.

For more information please call the Town of Islip Sports & Aquatics Office at 631-224-5404. Applications can be downloaded from www.islipny.gov, and submitted to the Personnel Office located at Town Hall, 655 Main Street, Islip NY 11751.



Angie M. Carpenter, Supervisor

Town Board

Steven J. Flotteron · Trish Bergin Weichbrodt
John C. Cochrane, Jr. · Mary Kate Mullen

Olga H. Murray, Town Clerk · Alexis Weik, Receiver of Taxes
Thomas Owens, Commissioner, Parks, Recreation & Cultural Affairs
www.islipny.gov

